NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC-015-76-006

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 04/28/2021

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

All other items remain active.

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 3 was superseded by NC1-015-76-26 item 2 Item 8a was superseded by N1-015-87-003, which was later superseded by N1-015-89-001 Item 9a was superseded by N1-015-85-005, item 1a Item 10a was superseded by N1-015-85-005, item 1b Item 11a was superseded by N1-015-85-005, item 2 Item 13a was superseded by N1-015-85-005, item 3b Item 14a was superseded by N1-015-89-001, items 1a/1b

	TO DISPOSE OF RECORDS				DB NO.	
17:1	(See Instructions on Reverse)	15	SEP 9 1975	1	يمت مع ا	
: GENERA	L SERVICES ADMINISTRATION,			NC-	15-7	6 - 6
	ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C.	20408	NOT	FICATION TO A	GENCY	
	vcy or establishment) ns Administration		In accordance with the pasal request, includi			
MAJOR SUB			items that may be sta drawn'' in column 10.	mped ''disposal		
Depart	ment of Veterans Benefits					
MINOR SUB						
	Stations ERSON WITH WHOM TO CONFER 5.	. TEL. EXT. IDS		n	/	•
		48-3662	10-29-15	James	BRI	ned
	OF AGENCY REPRESENTATIVE:		Date	Archivist o	f the United	States
	y that I am authorized to act for this agency in matters pertaining to the estimate not now needed for the business of this agency with not be ne BLAKE E. TURNER	eded ofter the retention ${ m As}$	sistant Ac	lminist	rator	
// 5/ /0 (Date)	(Signature of Agency Representative)		and and	(Title)		
7.	8. DESCRIPTION OF	ITEM		9.		10.
ITEM NO.	(With Inclusive Dates or Rete			SAMPLE JOB N		ON TAK
l	Loan Guaranty Folders. Guar Loans, paid-in-full, includ maturity (Servicemen's Read 1944, as amended). Except pertaining to loans on which paid. Destroy 5 years after being full.	ing prepai justment A those loan h claims h	d before act of folders ave been	II-N 2245 and NC-17 117	5	2)
2	Loan Guaranty Folders. Dire full, including prepaid befor (Servicemen's Readjustment a amended).	ore maturi Act of 194	ty 4, as	II-N 2245 and NC-17 117	74-	
2a	Destroy 5 years after being full.	reported	paid-in-	12 -	050-	9.
³ (n)	Paid-in-full notices (Guaran Canceled Loan Guaranty Cert: from lenders reporting loans cases matching loan folders archives and records centers	ificates o s paid-in- stored in	r letters full in	NN- 165-	140	
10/2	- Changen and	the a s	DIO UN	E	man .	110
7//9	Copies to Agency + AIIFRC is 10-3,	1-450		STAN Revise	DARD FORM d November ibed by Gene	

STANDARD FORM 115 Revised November 1970 Prescribed by General Services Administration FPMR (41 CFR) 101-11.4 115-105

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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3a	Destroy 5 years after year in which loan is paid-in-full.		
4	Closers Approved File. Information developed on closers necessary for appraisal, evidence of director's approval and related correspondence.	NN-165- 140	
4a	Destroy 5 years after loan closers cease to participate in the VA direct loan guaranty program.		
5	Lenders Authorization File. Folders on participating lenders containing data such as: Names and facsimile signatures of branch managers, agents, others, authorized to act for lenders on loan guaranty matters; reports of investigation and hearings and disposition in lender suspensions under VA Regulations 4331 and 4361; correspondence with lenders on instructions and procedural interpretation. Includes folders on lenders no longer in business.	1	
5a	Destroy 32 years after notification that the lender is no longer a participant in the program or destroy 2 years after all guaranteed and insured loans for the lender have been liquidated.		
6	Lenders Identification File. Source punched cards containing lenders names, main office location and codes used on loan guaranty veterans index card. Includes final working lists prepared from source punched cards.	NN-165- 140	
6a	Destroy 32 years after notification that the lender is no longer a participant in the program or destroy 2 years after all guaranteed and insured loans for the lender have been liquidated.		
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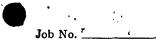
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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. Sample or Job No.	10. ACTION TAKEN
7	Lenders Insured Loan Account File. Lender's Insurance Ledger or equivalent, on individual or consolidated accounts on indemnity credit earned on loans insured by VA.	NN-165- 140	
7a	Destroy 35 years after lender's last insured loan, or if the lender's account is closed out, destroy 5 years after closing of the account.	12-0	72.1
8	Loan Management Folders Claims Paid. Folders documenting establishing of loan guaranty or insurance default servicing history; copies of holder's claim and account and analysis; certification on veterans indebtedness to Finance activity; waiver of compromise decision; and related documents. EXCLUDING "Section 505a" cases established as acquired loan accounts after claim payment, and folders continuing as property management dockets under common numbering system after July 1, 1955, and cases referred to Central Office for precedent ruling including those subject of VA General Counsel's and Comptroller General's decisions.	NN-165- 140 VB-1 12-100 IZ-100	/ 2 2.12
8a	Place in closed file after final settlement with holder and collection of veteran's indebtedness or other satisfaction of the Administrator's indemnity and subrogated rights, as determined by the Loan Guaranty Officer. Destroy after 7 years.		
<i>\$b.</i> 9	Permanent. Vacuples estimation Veterans Release of Liability File. File assumption agreements with attachments and	NN-165-i	ich Lau
,04	application register involving cases where veterans are released from further liability on guaranteed, insured and direct loans under 38 U.S.C. 1817 and 1820(a)(4). Assumption agreements kept in closed file related to loans	plie Vietna incle Office A	from m Era valet.
	reported paid-in-full for which matching loan guaranty folders have been transferred to a Federal archives and records center.		e within a of le mult.

Four copies, including original, to be submitted to the National Archives and Records Service

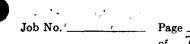
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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
9a	Place in closed file by calendar year. Destroy 5 years after receipt of notice that loan has been paid-in-full.		
10	Loan Management Folders and allied security instrument files (Paid-in-full account folders) on portfolio loan accounts held by VA pursuant to 38, U.S.C., chapter 37, or predecessor	NN-165- 140	
	authority of title III, Servicemen's Readjust- ment Act of 1944, as amended, and related laws on loan guaranty matters. Records include documentation of establishment, management, servicing and termination of loan accounts which evolve from guaranteed, insured and direct loan accounts.	10.	// 0
10a	Place in closed file after preparation and delivery of obligor's release or other debt satisfaction evidence. Destroy after 7 years.		
<i>J0b.</i> 11	Loan Management Folders on defaulted accounts terminated by foreclosure or other legal	NN-165- 140 M	ith Can
12-110.12	method. Folders on defaulted accounts termi- nated by foreclosure or other legal method accumulated under procedure existing before July 1955 and establishment of "common	Vietua vietua	tion m Eea and of
	numbering" loan guaranty numbering system.	Jer to	National s within
lla	Place in closed file after collection or other final settlement of obligor's deficiency indebtedness. Destroy after 7 years.	7 y lais	of fixed
//b. 12	Permanent. Vamples county Loan Management Folders. Folders on defaulted direct loans terminated by foreclosure or other	NN-165- 140, G	icth
12-110.2	legal method, created under procedures existing before July 1955 and establishment of "common numbering" loan guaranty system.	Damp	the from m Exa
12a	Place in closed file after collection or other final settlement of obligor's deficiency indebtedness. Destroy after 7 years.	Lu H	deal of Natimiel within of mal
126	Perus quest. Complex insutte	und 1	emant.
	Four copies, including original, to be submitted to the National Archives and Records 165-140, with Ramples from VI 22	Service	16-68428-2 ero



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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

9 8. DESCRIPTION OF ITEM 10. 7. ITEM NO. SAMPLE OR JOB NO. ACTION TAKEN (WITH INCLUSIVE DATES OR RETENTION PERIODS) ina National OHA Loan Management Folders on accounts sold to 13 NN-165investors under VA Regulation 4600 repayment 140 guaranteed provisions and on which repayment 12-110.33 quarantees are withdrawn. 13a Place in closed file after loan has matured or after receipt of paid-in-full notice, whichever occurs first. Destroy after 7 years. amples iduty Permanents Construction and Valuation Operating Records. NN-165-Subdivision Analysis Folders. Case folders 140 , and related exhibits documenting rejection or VB-1 acceptance of subdivision development property 12-140 for appraisal under land planning, construction and other requirements of 38 U.S.C., 1804(a). Records document such as: Builders' preliminary development plans; all phases of site characteristics; engineering tests; VA State inspection reports; negotiations with builder or others and related information pertinent to determining acceptability of subdivision for financing under the loan guaranty program. Folders on accepted subdivisions. 14a Destroy 5 years after expiration of last certificate of reasonable value issued in the subdivision. 15 Folders on rejected subdivisions. NN-165-140 15a Destroy after 2 years. 16 Comparable Housing Data File. Mediums NN-165describing rare property types, or those 140 needed for representative coverage of neighbor-12-142 hoods where there is little sale activity as determined by the Chief Appraiser or his designee. 16a Maintain by calendar year. Destroy after 2 vears.



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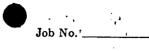
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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS--Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
17	Plans and Specifications (under provisions of title 38, ch. 37, U.S.C., formerly title III Servicemen's Readjustment Act of 1944, as amended) loan guaranty records such as project information, plot plans, floor plans, descriptions of materials, drawings, and specifications for individual water supply and sewage disposal systems, specifications for proposed curbs, gutters, sidewalks and storm drainage systems, or similar (including any amendments thereof or changes and variations therein.) Related to property or loans in instances where builder is suspended.	NN- 3409	43,/3.
17a	Combine records under one item number in RCS VB-1, relating to "property in instances where builder is suspended." Destroy records 1 year from date on which VA issued last or final evidence of guaranty or insurance credit or made the last direct loan that was based upon the plans and specifications.		
18	Builders Files. Folders and allied organiza- tional data card files on builders constructing residential housing for sale to veterans through the loan guaranty program financing under title 38, U.S.C., chapter 31 and folders on manufacturers of prefabricated structural components likely to be used by builders participating in the loan guaranty program.	NN-165- 140 1 2 - 15	
	Participating builders' folders. All folders except folders on firms out of business because of dissolution of firm or death or retirement of sole owner and against whom no sanctions have been taken or are pending under VA Regulation 4361.	NN-165- 140 /2 -/5	
18a	Destroy 5 years after termination of all pending action on individual firms and all associate firms, including removal of suspen- sions.		



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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
19	Builders organizational data cards cross referencing associate firms. Data includes: names of principal share holders for each firm and associate firms doing business with VA and identification of appraisal cases involving principal and associate firms.	NN-165- 140 /2-/SC	.2
19a	Destroy individual cards 5 years after the last entry is made.		
20	Folders on manufacturers of prefabricated components. Includes: plant facility and fabricating quality inspection reports; related correspondence with firm, other VA offices and FHA and copies of Central Office notices of non- compliance decisions and instructions.	NN-165- 140 12-150.	3
20a	Destroy 5 years after cessation of plant operations or cancellation of outstanding structural engineering bulletins applicable to manufacturer's methods of operation.		
21	Subdivision or area survey file. Survey on sales market potential of housing in sub- division, projects and other critical areas. Used to support application of "specified amount" under VA Regulation 4320 on property securing guaranteed and insured loans being foreclosed, pricing of VA-owned property and other matters involving property acquisition and disposition.	NN-165- 140 /2-/76	7
21a	Destroy 2 years after date of last entry in file.		
22	Construction Cost Survey Files. (Cost indices for residential construction in various competitive realty market areas.)	NN-165- 140	
22a	Destroy immediately all existing indices and supporting documents. Delete item from Records Control Schedule.	12-14)
	Simultaneous separate submission is being made to Administrative Services, GAO.		<u>, ,</u>